

Office of Secure Transportation


P.O. Box 5400
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Directive Memorandum: OST DM 6.02

MEMORANDUM FOR: OST Federal and Contractor Employees

FROM:


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Office of Secure Transportation

SUBJECT: Incidents of Security Concern

Incidents of Security Concern (IOSC) are governed by DOE M 470.4-1, Safeguards and Security Program. The IOSC program is separate from an OST independent investigation or inquiry, which may be conducted by POIO at the request of the Assistant Deputy Administrator. Any person discovering actual or suspected fraud, waste, or abuse of government resources must report such an incident to the Office of Inspector General.

Potential incidents involving automated information systems will be coordinated between the OST Information Security Systems Officer and the Facility Security Officer (FSO).

OST personnel who observe, find, or have knowledge or information about a potential incident must immediately report this to the Facility Security Representative (FSR) and the FSO. If contact cannot be made with the FSR or FSO, the report will be made to the Transportation and Emergency Control Center who will then immediately notify the OST FSO.

IOSC notification shall be made as soon as a potential incident is identified. Individuals shall not do any preliminary investigation without guidance from the FSO. OST personnel must ensure evidence associated with a potential incident is not tampered with or destroyed.

Individual(s) responsible for an incident are subject to appropriate administrative actions, including disciplinary measures, retraining, counseling, or other directed actions necessary to reduce the likelihood of recurrence of the incident.

The FSO will oversee a root-cause analysis with a lessons learned program, to include dissemination, on incidents that have broad consequences to OST.